Class TM310   **Date 2/8/16**

Pg/ Slide #	Revision
	Student Guide
Global	Updated and added OSHR policy links Corrected grammatical errors
28	Deleted last paragraph on notes page. • The various types of premium pay…..
New 29	New slide added to show the different Shift Premium line items on a pay statement. Added new paragraph on notes page. • The various types of premium…..
35	Updated 3rd sentence on notes page: • Old: …used by Time Administrators to enter or correct time • New: … used by Time Administrators and Leave Administrators to enter or correct time
56	Updated 3rd bullet on slide: Changed 'Time Administrator' to 'Leave Administrator" Updated last paragraph, 1st sentence on notes pages" • Old: …batch process by the Time Administrator • New: …batch process by the Leave Administrator
94	Updated #3: • Old: May be used by more than one Time Administrator • New: May be used by more than one Leave Administrator and/or Time Administrator
98	Updated 3rd bullet on slide: Changed 'Time Administrator' to 'Leave Administrator' Updated last paragraph, 1st sentence on notes pages" • Old: …batch process by the Time Administrator • New: …batch process by the Leave Administrator